



DONALD L. WOLFE, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

March 20, 2007

IN REPLY PLEASE

REFER TO FILE: **PM-3**

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**CENTINELA AREA PROBATION OFFICE AND BUILDING AND SAFETY
FIRESTONE DISTRICT OFFICE REPLACEMENT PROJECT
ADOPT AND ADVERTISE - AWARD SUPPLEMENTAL AGREEMENT
SPECS. 6657; C.P. 69272
SUPERVISORIAL DISTRICT 2
4 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT
YOUR BOARD:**

1. Adopt core and shell plans and specifications for construction of the Centinela Area Probation Office and Building and Safety Firestone District Office Replacement project at an estimated \$11,600,000 Construction Contract cost, and instruct the Executive Officer to advertise for bids to be received and opened on April 19, 2007, in accordance with the Instruction Sheet for Publishing Legal Advertisements (Enclosure B).
2. Authorize the Director of Public Works to execute a Consultant Services Agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule for a \$15,000 not-to-exceed fee funded by existing project funds and to establish the effective date following Board approval.

3. Award and authorize the Director of Public Works to execute a Supplemental Agreement with Ted Tokio Tanaka Architects to provide architect/engineer construction administration services for the Centinela Area Probation Office and Building and Safety Firestone District Office Replacement project for a \$200,000 not-to-exceed fee funded by net County cost and to establish the effective date following Board approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions will authorize competitive bidding for a Contract to construct the building's core and shell, and will allow Ted Tokio Tanaka Architects to provide construction administration services for all construction phases of the Centinela Area Probation Office and Building and Safety Firestone District Office Replacement project.

On February 15, 2005, your Board approved an Architect/Engineer Services Agreement with Ted Tokio Tanaka Architects to provide design services for a new Probation building to replace the existing Centinela Area Probation office. On August 30, 2005, your Board approved a project scope revision to include a Building and Safety District office as a replacement of the Firestone District office. The new building will include 25,000 square feet for Probation's field office and 5,000 square feet for the Building and Safety District office.

As previously reported to your Board, in order to expedite the project delivery, the project is divided into three phases. Phase I involves make-ready site work. Phase II entails the design and construction of the building's core and shell. Phase III includes completion of the tenant improvements.

On December 19, 2006, your Board adopted the Mitigated Negative Declaration documents and adopted recommendations for Public Works to initiate Phase I exploratory and make-ready site work by a Job Order Contract in preparation for construction. This work is being implemented and is expected to be completed in May 2007.

Plans and specifications for Phase II are now completed and we are recommending that your Board advertise for construction bids on Phase II improvements.

The proposed Agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specifications is critical to successfully manage construction activities by both the contractor and the County, and a responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete

an acceptable schedule, the Director may return to your Board to recommend that the bidder be determined nonresponsive and recommend awarding the Construction Contract to the next lowest bidder, contingent on that bidder completing a baseline schedule that conforms to the County's specifications.

Implementation of Strategic Plan Goals

These actions meet the County Strategic Plan Goal of Service Excellence as they will improve the efficiency, quality, and responsiveness of County services to the communities.

FISCAL IMPACT/FINANCING

On August 30, 2005, your Board approved a \$16,758,000 project budget. The project is funded from \$14,163,000 in prior year net County cost and \$2,595,000 in Public Works building plan check fees.

Public Works obtained an independent cost estimate for the project, which estimates the cost of construction at \$11,600,000. The independent cost estimate reflects recent market increases in construction material costs and results in a potential \$21,925,000 total project budget cost estimate, including Change Order contingency, inspection, Contract administration, project management, consultant services, and jurisdictional fees. Overall, the potential increase would raise project costs by \$5,167,000.

Due to the magnitude of the potential increase in project costs and the continuing volatility of the construction market, we are recommending approval of the final project budget be deferred until the bid process has been completed. At that time, we will return to your Board with final recommendations regarding project scope, funding, and award of the Construction Contract.

The revised Project Schedule and proposed Budget Summary are included in Enclosure A.

Operational Budget Impact

The project scope is a new replacement facility for the Centinela Area Probation Office and Building and Safety Firestone District Office; therefore, any increases in ongoing operational costs, including utilities, will be absorbed by the Probation and Public Works Departments.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard Supplemental Agreement, in the form previously approved by County Counsel, will be used. The existing Consultant Services Agreement with Ted Tokio Tanaka Architects includes the standard Board-directed clause that provide for termination of services, renegotiation, hiring qualified displaced County employees, GAIN/GROW, Safely Surrendered Baby Law, Contractor Employee Jury Service Program, and Child Support Compliance Program.

ENVIRONMENTAL DOCUMENTATION

On December 19, 2006, your Board adopted the Mitigated Negative Declaration and Mitigation, Monitoring, and Reporting Program.

CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Enclosure B). Following receipt of bids, we will return to your Board for Construction Contract award.

The Contract requires the consultant to pay its employees applicable prevailing wages in accordance with the California Labor Code.

As requested by your Board on February 3, 1998, this Contract opportunity will be listed on the Doing Business with Us website.

On February 15, 2005, your Board approved an Architect/Engineer Services Agreement with Ted Tokio Tanaka Architects to provide design for a new building to replace the Centinela Area Probation office for a \$704,000 not-to-exceed fee.

On August 15, 2006, your Board approved an Architect/Engineer Services Supplemental Agreement with Ted Tokio Tanaka Architects to provide design services to incorporate the Building and Safety Firestone District office into the Centinela Area Probation Office Replacement facility for a \$225,000 not-to-exceed fee.

Construction administration services during construction are required for the project. Ted Tokio Tanaka has agreed to provide additional services for a \$200,000 not-to-exceed fee. The negotiated fee has been reviewed by Public Works and is considered reasonable for the scope of work.

The Honorable Board of Supervisors
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Ted Tokio Tanaka Architects' Community Business Enterprises participation data (25 percent) and 3-year contracting history with the County are on file with Public Works.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended services.

CONCLUSION

Please return one adopted copy of this letter to the CAO (Capital Projects Division) and Public Works.

Respectfully submitted,

DONALD L. WOLFE
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

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Enc. 2

cc: Auditor-Controller
County Counsel
Office of Affirmative Action Compliance
Probation Department
Department of Public Social Services (GAIN/GROW Program)

March 20, 2007

ENCLOSURE A

**CENTINELA AREA PROBATION OFFICE AND BUILDING AND SAFETY
FIRESTONE DISTRICT OFFICE REPLACEMENT PROJECT
ADOPT AND ADVERTISE - AWARD SUPPLEMENT AGREEMENT
SPECS. 6657; C.P. 69272**

I. PROJECT SCHEDULE

Project Activity	Completion Date	Revised Completion Date
Project Needs Assessment	01/10/05*	01/10/05*
Core and Shell Design		
Contract Execution	02/22/05*	02/22/05*
Project Program	07/28/05*	07/28/05*
Construction Document Submittal	02/10/06	11/22/06*
Jurisdictional Approval	03/31/06	03/15/07
Construction Bid and Award	07/15/06	07/09/07
Construction		
Substantial Completion	05/31/07	04/05/08
Acceptance	07/30/07	05/07/08
Tenant Improvement Design		
Construction Document – Submittal	08/04/06	05/22/07
Jurisdiction Approval	09/29/06	06/05/07
Construction Bid and Award	01/12/07	10/18/07
Construction		
Substantial Completion	09/27/07	06/19/08
Acceptance	11/29/07	10/16/08

* Indicates completed activity

II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget	Proposed Addition	Revised Proposed Budget
Construction			
a) Earthwork – JOC (Phase I)	0	\$1,500,000	\$ 1,500,000
b) Core and Shell (Phase II)	\$10,507,000	\$1,093,000	\$ 11,600,000
c) Tenant Improvements (Phase III)	0	\$2,000,000	\$ 2,000,000
d) Change Orders	<u>\$ 1,051,000</u>	<u>\$ 309,000</u>	<u>\$ 1,360,000</u>
Subtotal	\$11,558,000	\$4,902,000	\$16,460,000
Equipment	\$ 400,000	0	\$ 400,000
Plans and Specifications	\$ 1,080,000	\$ 200,000	\$ 1,280,000
Consultant Services	\$ 257,000	0	\$ 257,000
Miscellaneous Expenditures			
a) Furniture	\$ 1,085,000	0	\$ 1,085,000
b) Utility Fee	\$ 300,000	0	\$ 300,000
c) Printing/Legal	<u>\$ 55,000</u>	0	<u>\$ 55,000</u>
Subtotal	\$ 1,440,000		\$ 1,440,000
Jurisdictional Reviews and Plan Check	\$ 88,000	0	\$ 88,000
County Services	\$ 1,935,000	\$ 65,000	\$ 2,000,000
TOTAL	\$16,758,000	\$5,167,000	\$21,925,000

March 20, 2007

ENCLOSURE B

**CENTINELA AREA PROBATION OFFICE AND BUILDING AND SAFETY
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PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing, materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC.</u> <u>FEE</u>	<u>DATE OF BID</u> <u>OPENING</u>
2	6657	Centinela Area Probation Office and Building and Safety Firestone District Office Replacement Project 1320, 1330 West Imperial Highway Los Angeles, CA 90044	\$50	04/19/07

Copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine Floor, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 1:45 p.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 2 p.m. on this date in Architectural Engineering Division Conference Room, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess a B license classification at the time of bid submittal. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PREBID CONFERENCE

The Public Works' Project Management Team will hold a prebid conference at 10 a.m. on April 4, 2007, at the project job site to provide information on the project, bidding process, and answer any questions that the potential bidders may have. For further directions, please contact Ron Beal the Public Works' Project Management Team at (626) 458-2587.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2566.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated March 20, 2007.

Specs. 6657

SACHI A. HAMAI, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES